



Town of Arlington Community Development Block Grant Program

Annual Action Plan for Program Year 49

July 1, 2023 – June 30, 2024

Town of Arlington Department of Planning and Community Development

April 6, 2023

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

The Town of Arlington has been awarded \$1,058,933 from the U.S. Department of Housing and Urban Development for Program Year 49, operating between July 1, 2023 and June 30, 2024. Due to the limited remaining number of home rehabilitation loans, the Town estimates it will receive less than \$20,000 in program income in addition to the entitlement allocation. Prior year resources are also expected to be used for an off-cycle application for a Department of Public Works curb cut ADA accessibility project. A budget amendment which will include the program income and prior year resources available for Program Year 49 is planned to be filed. Applications have been received and the CDBG Subcommittee has met to analyze applications for funding. Using application criteria and a Grant Evaluation Scoresheet, the Subcommittee scored each application and made funding recommendations. The scoring rubric in the appendix was included as a part of this year's CDBG application.

This year the Town received 20 funding requests from 14 organizations and Town departments totaling \$1,394,918. The applications are grouped into the following categories, which align with HUD's CDBG Activity categories: Rehabilitation/Housing, Public Service programs, Public Facilities and Improvements, Planning, and Administration. Six applications for new projects were received this year. Three new applications fall under the Public Facilities and Improvements category: Robbins Library Accessible Restroom Renovation, Arlington Veterans Memorial Park, and Arlington on Tap (which was submitted by the Arlington Zero Waste Committee to install one of three water bottle filling stations in Arlington). Under the Public Services category new applications were received from: Arlington Center for the Arts for a Scholarship Program for all ages and an Arts Program at Arlington Housing Authority locations, and the Housing Corporation of Arlington submitted an application for a Civic Engagement Coordinator to work with their tenants.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The primary objective of HUD's Entitlement Programs is to develop viable communities through the provision of decent housing, a suitable living environment, and expanded economic opportunities. As an

Entitlement Community, the Town of Arlington is required to develop a Consolidated Plan every five years and corresponding Annual Action Plans yearly. These help determine community needs and establish affordable housing and community development priorities, maximizing positive impact for low and moderate-income persons. This Annual Action Plan for Program Year 49 represents the fourth year of the 2020-2024 Consolidated Plan. Three of the four priority needs identified in the 2020-2024 Consolidated Plan will each be addressed in the Program Year 49 Annual Action Plan. These objectives will help create conditions for achieving outcomes including improved accessibility for residents with disabilities, an improved quality of life for seniors and young people from families who make a low- to moderate-income and housing for households who make a low- to moderate-income.

Town of Arlington Priority Needs:

Affordable Housing – The need for development of new affordable housing and rehabilitation of existing affordable housing persists, as housing costs in the Greater Boston area have continued to escalate, a phenomenon exacerbated by the pandemic. The North Suburban HOME Consortium (NSC) communities have prioritized the creation and preservation of affordable housing, including development of affordable rental and owner-occupied housing, as a strategy to address escalating housing costs for households with low and moderate incomes.

Economic Development – There is a need to provide economic opportunities to low- and moderate-income residents through redevelopment or investment in commercial districts, supporting entrepreneurship, promoting a dynamic business climate, and preserving a strong employment base.

Public Facilities, Infrastructure and Parks – The Town has identified a need to improve Town parks, public facilities, and infrastructure to address accessibility, climate resiliency, and other needs disproportionately affecting low- and moderate-income-earning residents. These improvements are essential to improving the quality of life for low- and moderate-income residents. In addition, the Town is committed to ensuring environmental resiliency, specifically through flood drainage improvements in low- and moderate-income neighborhoods.

Public Services – The Town is focused on addressing the needs of residents with low and moderate incomes, particularly children, seniors, domestic violence survivors, people with disabilities, and other low- and moderate-income populations. The Town will prioritize needs for investment in public and human services, which includes a suite of public and private agencies dedicated to issues such as food insecurity, transportation for seniors and people with disabilities, accessing affordable recreational opportunities, and health care.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

During Program Years 46 and 47, the Town of Arlington made significant strides toward achieving the goals set forth in the 2020-2024 Consolidated Plan. Despite numerous challenges caused by the Covid-19 pandemic, subrecipients reached or made progress toward the goals outlined in the respective Annual Action Plans. Public service programs served thousands of individuals, both in-person and through remote or virtual means. Park rehabilitation, curb cuts and sidewalk improvements, resiliency measures at Food Link, and fit-out construction of the Arlington EATS food pantry market have improved ADA accessibility, making public spaces more user-friendly, and enhanced subrecipients' ability to deliver on their mission to serve CDBG-eligible populations. Affordable housing capital improvements continued last year, improving quality of life by providing safe living spaces for tenants of the Housing Corporation of Arlington and Caritas Communities.

In addition to regular programming and activities, CDBG supported programs and activities that were responsive to the impact of the COVID-19 pandemic through additional allocations of CDBG funds through the Coronavirus Aid, Relief, and Economic Security (CARES) Act. Two small business programs that began in Program Year 46 concluded in Year 47 after supporting 46 small business owners with working capital and technical assistance support as they responded to the challenges of the pandemic. Arlington also concluded tenant assistance programs that supported 113 households. The program leveraged \$289,820 in local Community Preservation Act funds. Additionally, thousands of residents benefited from expanded public services including provision of food, tutoring programming, youth program scholarships, rental assistance, and COVID-19 testing.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

This year's citizen participation included legal notices published in a print newspaper and notices posted on the Town website, Town social media, and shared via email with interested groups and organizations. These print and online notices informed residents of opportunities to engage with the planning process. The February 6 Public Hearing was advertised using the methods listed above. In addition, calendar notices were posted on the Town website prior to the CDBG Subcommittee meetings held on February 15 and March 8. Another legal notice announcing the Draft Annual Action Plan was submitted for publishing in a local newspaper on April 6 and April 13 in order to notify residents of the Public Comment Period occurring between April 7 and May 8, and the Public Hearing is scheduled for April 20. Online notices and social media posts also publicized the Draft Annual Action Plan and the Public Comment Period and Public Hearing on a weekly basis for the duration of the comment period.

Continuing upon past efforts to expand engagement, Arlington's CDBG Subcommittee once again counted two Arlington residents among its members. CDBG-related questions were included in the annual town survey which engaged the public and saw responses from thousands of residents.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Two letters from residents/Arlington Housing Authority Board members were received before the February 15 CDBG Subcommittee meeting. Both letters were concerning the potential for a conflict of interest in the Housing Corporation of Arlington's proposed Civic Engagement Coordinator position. These letters were posted online with the meeting materials for both CDBG Subcommittee meetings.

The CDBG Subcommittee took the opinions stated in these letters into consideration when recommending funding for Project Year 49.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments were accepted.

7. Summary

See above

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role		Name	Department/Agency
Lead Agency		ARLINGTON	
CDBG Administrator	ARLINGTON	Department of Planning and Community Development	
HOME Administrator			

Table 1 – Responsible Agencies

Narrative

Consolidated Plan Public Contact Information

Town of Arlington
Planning and Community Development

Claire Ricker, Director of Planning and Community Development
cricker@town.arlington.ma.us

Mary Muszynski, Community Development Block Grant Administrator
mmuszynski@town.arlington.ma.us

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The Town of Arlington, through its Department of Planning and Community Development, engaged in consultations with relevant agencies, organizations, and community-based groups to obtain input on priority needs, recommended strategies, and investment opportunities for the best use of Community Development Block Grant funds. The Town invited and considered comments received during public comment periods and utilized the extensive consultations conducted prior to the creation of the 2020-2024 Consolidated Plan, including one-on-one interviews, stakeholder sessions, a web-based stakeholder survey, and meetings with a variety of community organizations.

A Public Hearing took place on February 6, 2023 to gather input on priority community development needs, pertaining to the applications received for funding for the Program Year 49 Annual Action Plan. A notice was placed on the Town website, an email notice was sent on February 2, 2023 to residents who signed up for Town notifications, a legal notice was published on January 12, 2023 and January 19, 2023 in the Arlington Advocate & Star, a local newspaper, and an announcement was posted on YourArlington.com.

A second virtual Public Hearing is scheduled to be held on April 20 2023, during the 30-day public comment period, to gather comments on the draft Annual Action Plan. The plan will be presented at the hearing. A legal notice was submitted to be published on April 6, 2023 and on April 13, 2023 in the Arlington Advocate & Star, a local newspaper. Notices were published on the Town of Arlington's website, through Town email notices, and on Town social media channels in order to make the public aware of the opportunity to comment. Further, the following groups were notified of the public comment period and public hearing: the Arlington Human Rights Commission; the Disability Commission; the Diversity Task Group of Envision Arlington; human service organizations; and the Arlington Housing Authority; all CDBG applicant organizations. These notices are intended to make the public aware of the public comment period, the public hearing, and how to participate.

The Town increased collaborative engagement with the Arlington business community during Program Year 46 and 47. Feedback was gathered centrally through the Arlington Economic Recovery Task Force, which included representatives from the Town and Arlington's business and nonprofit community, as well as through sector-specific focus groups and surveys. These meetings and feedback will be used in the development of future economic development activities, though no new economic development activities are planned in Program Year 48 or 49.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The Annual Action Plan coordinates many of the planning, community development and housing initiatives within the Town. The Department communicates and collaborates with numerous Town Departments and independent entities, including the Arlington Housing Authority, the Housing Corporation of Arlington, Caritas Communities, Inc., nonprofit human service providers, and the Arlington Department of Health and Human Services. The ongoing collaboration enables the coordination of efforts and investments. In particular, the Town collaborated with the Housing Corporation of Arlington and the Arlington Department of Health and Human Services to refer residents seeking rental and utilities assistance to the appropriate resources to prevent homelessness and lack of essential services during the pandemic.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Arlington is a member of the Balance of State CoC. Arlington participates in monthly meetings with service providers including coordinated entry and application process for the Emergency Shelter Grant (ESG). Through attendance at the monthly CoC meetings and participation on CoC subcommittees, the Town is able to direct its efforts as well as programs and services to ensure coordination with the CoC. The Department of Planning and Community Development, in coordination with the CoC, representatives from the Arlington Police Department and Department of Health and Human Services, facilitate the annual Point in Time (PIT) count of unsheltered and sheltered homeless persons. In addition, the Police Department and Department of Health and Human Services conduct weekly outreach to Arlington's homeless population.

The Housing Corporation of Arlington (HCA) is also a participant in the Balance of State CoC and helps coordinate resources for the homeless and at-risk population, and to understand and address the needs of those persons. The HCA has a total of twelve units which are occupied by formerly homeless individuals: two units in the Capitol Square project, one in the Kimball Farmer House, four at 20 Westminster Avenue, two at 117 Broadway, and three units at 19R Park Ave, for a total of twelve units which are occupied by formerly homeless individuals. HCA's formerly homeless tenants receive social services and assistance from the Somerville Homeless Coalition, a member of the Balance of State CoC. In addition, the HCA runs the Homelessness Prevention Fund (HPF) through which it raises 100% private funds from Arlington residents in an Annual Appeal for making small grants to income-eligible households to prevent homelessness. These grants assist with back rent, first month's rent, moving costs, and/or security deposits. The maximum grant is \$1,500. The recipients must show they will be stable for at least six months to receive a grant. HCA raises approximately \$30,000 annually for the program. Since its inception, HCA has provided over 600 grants totaling over one million dollars.

Arlington also has a Director of Veterans' Services. This department assists Arlington veterans with homelessness prevention or eradication. Through the Massachusetts General Law Chapter 115 program, Arlington helps veterans with a variety of needs, including providing them with three days of immediate

housing in a local hotel. Assistance beyond temporary shelter is coordinated through the New England Center and Home for Veterans where they can access additional benefits, including signing up for HUD's Veterans Affairs Supportive Housing (VASH) vouchers.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The Town, through its active participation in the Balance of State CoC, assists in the development of performance standards and helps make decisions for ESG funds. Arlington refers clients to social service providers in the CoC and works with the providers on developing performance standards, policies, and procedures. The CoC maintains fully developed policies and procedures for HMIS administration.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Arlington Recreation Department
	Agency/Group/Organization Type	Services-Children Services-Persons with Disabilities Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Non-Housing Needs Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Recreation Department representatives were consulted in a community stakeholders session. This Department runs recreational programs for residents of all ages within the community. The issues identified include regulatory challenges, minimum wage, ADA compliance, inclusiveness of facilities (i.e., bathrooms), and providing efficient staffing to run activities year-long.
2	Agency/Group/Organization	Arlington Youth Counseling Center
	Agency/Group/Organization Type	Services-Children Services-Persons with Disabilities Services-Health Health Agency Child Welfare Agency Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Non-Housing Needs Assessment

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted during a community stakeholder session. The issues identified were limited personnel, long waitlists, and increased demand of services. The anticipated outcome is increasing school-based consulting, bringing more clinicians into schools to continue the focus on mental health. Identified needs and priorities are for the continued individual and family counseling for Arlington residents whose problems involve children or adolescents ages 3 to 21. Areas for improved coordination include structural renovations and expanding clientele to support those under the age of 60.
3	Agency/Group/Organization	FIDELITY HOUSE
	Agency/Group/Organization Type	Services-Children Services-Education Services - Narrowing the Digital Divide Child Welfare Agency Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Non-Housing Needs Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted during a community stakeholder session. The following issues were identified: accessibility within the Fidelity House building, a lack of community awareness of services provided by this agency, a lack of collaboration between agencies creating licensing barriers for staff and transportation. Anticipated outcome is to create better accessibility on the building, and adequate access to transportation.

4	Agency/Group/Organization	ARLINGTON BOYS AND GIRLS CLUB
	Agency/Group/Organization Type	Services-Children Services-Health Services-Education Services - Narrowing the Digital Divide Regional organization Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Non-Housing Needs Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Agency was consulted within a community stakeholder session. Issues identified included: expanded programming for youth, upkeep of structures, and the demand for recreational opportunities. The Town will seek to improve program outreach.
5	Agency/Group/Organization	Housing Corporation of Arlington
	Agency/Group/Organization Type	Housing Services - Housing Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted during a community stakeholder session. Areas for improved coordination include zoning modifications to allow larger or taller structures. Additional areas for improved coordination include timing of HOME funds, other public resources, and the Environmental Review timeframe. The anticipated outcome is a continued focus on affordable housing development.

6	Agency/Group/Organization	Arlington Health and Human Services Department
	Agency/Group/Organization Type	Services - Housing Services-Elderly Persons Services-homeless Services-Health Health Agency Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Market Analysis Lead-based Paint Strategy

Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?

This Town department was consulted during a community stakeholder session. An area for improved coordination is to create an outreach plan and designating a specific person to coordinate it. An anticipated outcome of the consultation is to receive funding to formalize the position. The consultation process will result in the establishment of housing priorities and CDBG funding allocations consistent with Member Community Needs. Specifically for the Council on Aging, the Town consulted with the Arlington Council on Aging (COA) for the Housing Production Plan and continues to do so with the Housing Plan Implementation Committee and Arlington Affordable Housing Trust. The COA was consulted for input on needs of elderly homeowners, renters, and those at risk for homelessness. This consultation created a new opportunity to expand the departments involved in HUD's Point in Time unsheltered homeless count which made the resources available stronger and also expanded the awareness of homelessness in town. Consultations included exploration of innovative elderly housing. Additional issues identified include the need for support to elders to maintain housing stability, the growing issue of hoarding, and the number of elders at risk of homelessness as their long-term rental housing costs rise significantly due to an escalating market and inflation. The anticipated outcome is an assessment of opportunities to increase linkages between providers and housing developers. The Health Department enforces 105 CMR 410.000: Minimum Standards of Fitness for Human Habitation (State Sanitary Code, II) and the Lead Code. Once contacted by a resident, the Board of Health conducts a lead determination if there is a child under the age of six residing at a property. An inspector tests painted areas in the home to determine if lead is present. If a positive result is found, then the Lead Inspector orders the owner of the property to bring the home into compliance. In the past year the Health Department has conducted four home inspections and issued orders to owners for compliance. The Health Department is also a partner in addressing homelessness in Arlington and is spearheading a committee to address homelessness in Arlington. Coordination with this department helps to better understand the challenges of lead and homelessness here in Arlington. The CDBG Administrator will continue to work closely with this department to remain updated on these challenges in the community, along with general needs of all Arlington residents that could be addressed through CDBG.

7	Agency/Group/Organization	Arlington Police Department
	Agency/Group/Organization Type	Other government - Local Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Department was consulted during a community stakeholder session. Specifically, the consultation was with the Police Chief and the Mental Health Clinician. Areas for improved coordination are working with the homeless population to get individuals housing and services.
8	Agency/Group/Organization	Somerville-Arlington Continuum of Care
	Agency/Group/Organization Type	Housing Services - Housing Services-Persons with Disabilities Continuum of Care
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The CoC was consulted during a community stakeholder session. Anticipated outcomes are CoC moving to broader coverage and regionalizing housing support efforts. Arlington is a member of the Somerville-Arlington Continuum of Care, which merged with the Balance of State CoC in December 2019. The town participates in monthly meetings with service providers. The Somerville Homeless Coalition provides homeless and near homeless individuals, including the elderly, with support services and housing solutions. This continued relationship ensures Arlington has a potential resource for financing for affordable units for homeless individuals, should the town have an opportunity to create such a space.
9	Agency/Group/Organization	Town of Arlington Energy Efficiency
	Agency/Group/Organization Type	Other government - Local Business Leaders Civic Leaders Resiliency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Market Analysis Non-Housing Needs Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The staff member was consulted during a community stakeholder session. Areas for improved coordination are working with residents and landlords to connect to energy efficient programs. Anticipated outcomes are continuing to work with the community to create best practices for energy equity.

10	Agency/Group/Organization	Town of Arlington Environmental Planner
	Agency/Group/Organization Type	Other government - Local Business Leaders Civic Leaders Resiliency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Housing Needs Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Planner was consulted during a community stakeholder session. The Environmental Planner focuses on climate adaptation and opportunities to utilize public space for building resiliency. Anticipated outcomes include supporting an appropriate resiliency projects and leveraging state and private resiliency and climate adaption funding and CDBG funding.
11	Agency/Group/Organization	Town of Arlington Public Health Director
	Agency/Group/Organization Type	Services-Health Health Agency Other government - Local Business Leaders Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Market Analysis

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Public Health Director was consulted during a community stakeholder session. The Public Health Director focuses on the public health of the community through regulatory enforcement, environmental health, communicable disease prevention, and emergency preparedness. Issues identified were gaps in services for clients across all age groups and inadequate staffing to complete the necessary work.
12	Agency/Group/Organization	Mystic River Watershed Association
	Agency/Group/Organization Type	Regional organization Planning organization Resiliency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted as part of a community stakeholder session. The agency focuses on the whole Mystic River watershed and specifically on greenways and building resiliency. Anticipated outcomes include supporting an appropriate resiliency projects within the watershed.
13	Agency/Group/Organization	MassHire MetroNorth Workforce Development Board
	Agency/Group/Organization Type	Services-Employment Regional organization
	What section of the Plan was addressed by Consultation?	Economic Development Non-Housing Needs Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted directly. The agency provides career and employment services to people who are unemployed or looking for better jobs, as well as employers who are looking for employees. Anticipated outcomes include aligning the needs of businesses with the needs of job seekers.

14	Agency/Group/Organization	Minuteman Senior Services
	Agency/Group/Organization Type	Services-Elderly Persons Health Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through an in-person session held on June 19, 2019.
15	Agency/Group/Organization	North Suburban Consortium
	Agency/Group/Organization Type	Housing Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town of Arlington consulted with adjacent communities in the North Suburban Consortium including, Chelsea, Everett, Malden, Medford, Melrose, Revere, and Winthrop, Massachusetts. Consultation occurred during monthly meetings held during the planning process. The consultation process helped shape housing priorities and HOME funding allocations, especially in work on affordable housing in town.
16	Agency/Group/Organization	Arlington Economic Recovery Task Force
	Agency/Group/Organization Type	Other government - Local Business Leaders
	What section of the Plan was addressed by Consultation?	Economic Development

	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>During monthly meetings, the Arlington Economic Recovery Task Force, composed of representatives from the Town and Arlington's business and nonprofit community, collaborated with Town officials on pandemic-recovery response for the Arlington small business community. Additionally, sector-specific focus groups and surveys were used as instruments to collect information on needs. These meetings and feedback were used in the development of economic development activities in the Program Year 47 Annual Action Plan.</p>
--	---	--

Identify any Agency Types not consulted and provide rationale for not consulting

All relevant agencies were consulted by the Town of Arlington.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Somerville Homeless Coalition	Arlington relies on the Continuum of Care providers to supplement our homeless prevention program.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Housing Production Plan/ Housing Plan	Department of Planning and Community Development	<p>The primary goal of the Housing Production Plan is to increase the number of deed-restricted affordable housing units in Arlington. The Housing Production Plan identified priority sites and populations. A committee, the Housing Plan Implementation Committee, was created to help execute the goals of the HPP. At 2022 Town Meeting, several zoning and town bylaw amendments aimed at addressing the creation of affordable housing and more housing options, including accessory dwelling units, an increase to the percentage of affordability in the existing inclusionary housing bylaw, and a Home Rule Petition for a real estate transfer fee were adopted. Together, these efforts may lead to increased funding and housing options, including for affordable housing. The Arlington Housing Plan was updated for 2022-2027. The five-year plan replaces the Town's 2016 Housing Production Plan which expired in the fall of 2021. Informed by data, research, and community engagement, the plan shares a vision and specific ways that Arlington can lead on providing housing options for a range of people. The plan includes a comprehensive housing needs assessment, affordable housing goals, and outlines strategies for how to achieve those goals through policy and zoning changes, new programs, and funding sources.</p>
Community Preservation Plan	Community Preservation Committee	<p>The Community Preservation Plan discusses use of local funds in affordable housing. The Consolidated Plan prioritizes the upkeep and creation of affordable housing which is in line with the goals of the Community Preservation Plan. CDBG projects will continue to leverage Community Preservation Act funding.</p>
Arlington Master Plan	Department of Planning and Community Development; the Master Plan Implementation Committee	<p>The Department of Planning and Community Development and the Master Plan Implementation Committee recommended creating a Housing Production Plan and working with the non-profit Housing Corporation of Arlington to create affordable housing. The housing element of the Master Plan encouraged a focus on the production of affordable housing which is aligned with the Town's CDBG goals.</p>

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Open Space and Recreation Plan	Arlington Recreation Department	The Open Space and Recreation Plan values recreational opportunities for Arlington residents, as does the Strategic Plan. The Open Space and Recreation Plan was recently updated for 2022-2029.
Municipal Vulnerability Planning Report	Town of Arlington	The Municipal Vulnerability Planning effort identified the top priority is addressing flooding in the Mill Brook Corridor, but also focuses on resiliency projects throughout Arlington.
Connect Arlington Sustainable Transportation Plan	Department of Planning and Community Development	Connect Arlington focuses on all aspects of transportation and mobility in Arlington, including walking, bicycling, public transportation, driving, shared mobility, and micro-mobility. The plan provides a vision for the development of the transportation system in Arlington over the next 20 years. The plan will inform future Public Facilities and Improvements projects funded by CDBG going forward.
Arlington Net Zero Action Plan	Department of Planning and Community Development, Clean Energy Future Committee	The Net Zero Action Plan aims to guide Arlington to net zero greenhouse gas pollution by 2050. The plan will inform the implementation of Housing and Public Facilities and Improvements activities funded by CDBG.
Fair Housing Action Plan	Department of Planning and Community Development	The Fair Housing Action Plan addresses equitable access to housing choice in the Town of Arlington. The goal of fair housing efforts is to eliminate housing discrimination and residential segregation. This plan aims to advance these twin goals through analysis of existing fair housing conditions and recommended actions by the Town. This plan aligns with CDBG and town goals.

Table 3 - Other local / regional / federal planning efforts

Narrative

Please see the above narrative for the Annual Action Plan process.

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The Town, through the Department of Planning and Community Development, implemented a broad-based approach to maximize citizen participation and input into the identification of priority needs and investment strategies to address those needs. Citizen participation efforts include two public meetings and a 30-day period for public comment, in addition to print- and web-based outreach notifying the public of opportunities to engage. Input from this participation process was utilized to establish the funding priorities for CDBG funds. Moreover, citizen participation begins with ensuring access to records. The Town has made files relevant to the planning and administration of CDBG funds available online in accessible formats.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	News paper Ad	Non-targeted/broad community	Legal ads were posted in the local newspaper on January 19, 2023 and January 26, 2023 to notify the public about the Public Hearing on requests for Program Year 49 funding to be held on February 6, 2023.	No comments were received	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Internet Outreach	Non-targeted/broad community	A notice was posted on the Town of Arlington website on January 19, 2023 to notify the public of the Hearing on requests for Program Year 49 funding to be held on February 6, 2023.	No comments were received	N/A	https://www.arlingtonma.gov/Home/Components/News/News/11767/16

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Hearing	Non-targeted/broad community	<p>The Select Board held a public hearing March 24, 2023 to receive proposals for use of funds. The Select Board let attendees know that the next step would be for the CDBG Subcommittee to meet to discuss funding, and that once the funding decisions were made, the CDBG administrator would bring those recommendations to the Select Board for approval and movement to Town Meeting for final approval.</p> <p>Annual Action Plan 2023</p>	Select Board Member comments were focused on continuing to support the work of subrecipients to support members of the public. There were no comments	All comments were accepted.	https://www.youtube.com/watch?v=EFmO6IH1508&list=PLztbi9KA9roVibSYmXmzb1iHjbR4QWwoK&index=3&t=2s

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
			Annual Action Plan 2023	Two members of the community submitted correspondence in advance of the February 9, 2023 meeting. These letters were posted with the meeting materi		25

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Internet Outreach	Non-targeted/broad community	The Draft Annual Action Plan for Program Year 49 was made available to read on the Town website on April 6. The website notice also notified readers of the Public Comment Period will be held April 7, 2023 - May 8, 2023, during which stakeholders were invited to submit public comment.			www.arlingtonma.gov/cdbg
6	Newspaper Ad	Non-targeted/broad community	A legal advertisement was submitted to be placed in the April 6, 2023 and April 13, 2023 editions of the Advocate & Star to notify the public of the availability of the Draft Annual Action Plan for Program Year 49 on the Town website. The notice also notified readers of the deadline to submit public comment and of the April 20, 2023 Public Hearing.			

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
7	Internet Outreach	Non-targeted/broad community Residents of Public and Assisted Housing	Direct emails will be sent to representatives from interested parties on April 7, 2023 and April 13, 2023 to notify them of the availability of the Draft Annual Action Plan, Public Comment Period, and Public Hearing, and to invite public comment.			
8	Internet Outreach	Non-targeted/broad community	Direct emails will be sent to representatives from interested parties on April 6, 2023 and April 13, 2023 to notify them of the availability of the Draft Annual Action Plan, Public Comment Period, and Public Hearing, and to invite public comment.			

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
9	Public Hearing	Non-targeted/broad community	The Department of Planning and Community Development will hold a virtual Public Hearing on April 20, 2023, with an overview of the Annual Action Plan presented.			https://www.arlingtonma.gov/Home/Components/Calendar/Event/29356
10	Public Comment Period	Non-targeted/broad community	A Public Comment Period will be held from April 7, 2023 - May 8, 2023 to allow adequate time for members of the public to review the Annual Action Plan and submit public comment.			https://www.arlingtonma.gov/Home/Components/Calendar/Event/31856/18
11	Internet Outreach	Non-targeted/broad community	Social Media Posts highlighting the availability of the Annual Action Plan and the public comment period will be posted on Facebook and Twitter. Dates to follow.			https://twitter.com/arlingtonmagov https://www.facebook.com/arlingtonma

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
12	Public Access Television Interview	Non-targeted/broad community	During her next public access television interview, the Director of Planning and Community Development will provide notice of the Annual Action Plan, public comment period, and public hearing.			

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

The Town of Arlington has received an allocation of \$1,058,933. for CDBG Program Year 49. To maximize the impact of CDBG funds, the Town expends significant general government funds and encourages all partners and projects to strategically leverage additional funds. Due to the limited remaining number of home rehabilitation loans, the Town estimates it will receive less than \$20,000 in program income in addition to the entitlement allocation. Prior year resources are also expected to be used for an off-cycle application for a Department of Public Works curb cut ADA accessibility project. A budget amendment, which will include the program income and prior year resources available for Program Year 49 is planned to be submitted. The 20% planning and administration cap of \$211,787. for Program Year 49 is currently calculated with annual allocation.

As a member of the North Suburban Consortium, the Town has available HOME Investment Partnership program funds to support direct assistance to moderate-income homebuyers and to subsidize the development cost of affordable housing projects. These funds are managed by the City of Malden (Consortium lead).

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,058,933	0	0	1,058,933	0	Funds represent Entitlement grant funds from U.S. Department of Housing and Urban Development to address housing, community development and economic development needs.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The Town anticipates CDBG funds will leverage additional resources. Non-Entitlement funds, that will be used to further the goals of the Strategic Plan may include: private foundations, organizations, and individuals. The following leveraged resources are anticipated during the upcoming program year:

Town General Funds: The projected Town budget commits resources for the priority activities including Public Parks, Facilities, and Infrastructure, Health and Human Services (HHS), and Economic Development.

Affordable Housing Resources: Affordable Housing Developments are likely to utilize a variety of local, state, federal, and private housing resources including Community Preservation Act funding, Low Income Housing Tax Credits, the Mass Rental Voucher Program, funds for historic preservation, state and federal historic tax credits, HOME funding, private foundation support, and private mortgage financing.

Philanthropy: The Boys and Girls Club receives funding from the United Way. The Housing Corporation of Arlington raises private donations from Town residents and businesses, Homeless Prevention Appeal letter, and Annual Meeting and Membership dues.

Section 8 Funds: Section 8 is administered by the Arlington Housing Authority and provides rental subsidies to approximately 400 Arlington households.

Community Preservation Act: Community Preservation Act fund resources will be used for affordable housing, public facilities, and capital improvements.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

In Program Year 49, The Veterans Memorial Park, Robbins Library Accessible Restroom Renovation and the Curb Cut Ramp Project (which will be included with an Action Plan Amendment) will utilize publically-owned land within the Town of Arlington to address the needs identified in the plan. These projects will address the goal in the Town's Consolidated Plan to enhance parks, public facilities, and infrastructure.

Discussion

The public service threshold is calculated at 15% of the entitlement plus the program income earned in the previous year. For the fourth year of this Consolidated Plan, the Town of Arlington will receive \$1,058,933 in entitlement funds. A budget amendment is planned to be submitted which will include the program income and prior year resources available for Program Year 49. The 15% public services cap of \$158,840. for Program Year 49 is currently calculated with annual allocation.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Improve the Condition of Existing Housing	2020	2024	Affordable Housing		Affordable Housing	CDBG: \$402,500	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 241 Households Assisted Rental units rehabilitated: 25 Household Housing Unit
2	Increase Economic Development Opportunities	2020	2024	Non-Housing Community Development		Economic Development	CDBG: \$0	
3	Enhance Parks, Public Facilities, and Infrastructure	2020	2024	Non-Housing Community Development		Public Facilities, Infrastructure, and Parks	CDBG: \$285,806	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 279893 Persons Assisted Jobs created/retained: 15 Jobs Businesses assisted: 30 Businesses Assisted
4	Increase Access to Jobs, Education, Transportation	2020	2024	Non-Housing Community Development		Public Services	CDBG: \$158,840	Public service activities other than Low/Moderate Income Housing Benefit: 1415 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Planning and Administration	2020	2024	Planning and Administration		Affordable Housing Economic Development Public Facilities, Infrastructure, and Parks Public Services	CDBG: \$211,787	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Improve the Condition of Existing Housing
	Goal Description	<p>Funding will be used on capital improvements to the existing Housing Corporation of Arlington portfolio. Capital improvements include rehabilitation to preserve units and to improve sustainability and energy efficiency.</p> <p>Funding will also support the Arlington Housing Authority's capital improvement project to replace the HVAC system at the Hauser Building. The project will help to preserve clean, safe, affordable housing for seniors and support sustainability and energy efficiency efforts.</p>
2	Goal Name	Increase Economic Development Opportunities
	Goal Description	No new CDBG Funding will support economic development projects during Program Year 49.

3	Goal Name	Enhance Parks, Public Facilities, and Infrastructure
	Goal Description	<p>Funding will be used to renovate two public restrooms on the first floor of the Robbins Library to make the restrooms fully compliant with ADA standards. The goal is to improve services and access at Robbins Library.</p> <p>CDBG funds will support the restoration and accessibility improvements at Arlington's Veterans Memorial Park. Additional improvements will address climate and sustainability issues by improving the tree canopy to reduce the heat island effect, address stormwater management, and incorporating solar powered lighting and equipment. Located in Town center, the new park will in-turn support local businesses.</p>
4	Goal Name	Increase Access to Jobs, Education, Transportation
	Goal Description	Nine (9) public service programs provided by six (6) service providers will be funded to support vulnerable populations and improve the quality of life for residents who make a low- to moderate-incomes.
5	Goal Name	Planning and Administration
	Goal Description	<p>Funding will be used to pay a portion of salaries for staff planners and a CDBG administrator. Responsibilities will include data gathering and analysis, local and comprehensive planning, affordable and fair housing studies and implementation, economic development, and daily financial administration of the CDBG program and coordination of grant activities with program directors. The Administrator is also responsible for maintaining all records and completing the reporting requirements of the CDBG program as required by HUD. Administrative costs will also cover overall program development, management, coordination, monitoring, and evaluation. This line item also includes funding legal advertising and training and travel costs for the Administrator. Finally, funding will allow for the administration of an annual town survey.</p>

DRAFT

AP-35 Projects - 91.420, 91.220(d)

Introduction

During Program Year 49, there are a variety of new and continuing activities projects planned across six categories that will be funded by CDBG.

- 1) Affordable Housing
- 2) Economic Development
- 3) Public Services
- 4) Public Facilities, Infrastructure, and Parks
- 5) Planning
- 6) Administration

#	Project Name
1	Affordable Housing
2	Economic Development
3	Public Services
4	Public Facilities, Infrastructure, and Parks
5	Planning
6	Administration

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

CDBG funds are intended to provide low-and moderate-income households with viable communities, including improved neighborhoods accessible to all, safe, decent, and affordable housing, and expanded economic opportunities. The Town continues to plan for the preservation and production of and investment in affordable housing to address the limited affordable rental housing stock in the Greater Boston area. A portion of this year's CDBG funds are allocated for capital improvements to Arlington's affordable rental housing.

The system for establishing the priority for selection of the Program Year 49 projects is predicated upon the following criteria:

- Community Need: Does the proposed project address a pressing or significant need in the Town and is there demonstrated familiarity with said need?
- Resources and Capacity: Does the organization have the appropriate level of experienced staff

and resources to execute the proposed project and the aptitude to meet the need?

- Cost Benefit: How does the cost of the proposed project compare to its proposed output and outcome accomplishments?
- Leveraged Funds: Has the organization secured additional funding sources or in-kind support to cover the proposed project?
- Town Goals: Does the project support or advance any goals established in the Town of Arlington's plans?
- Self Sufficiency: Will the proposed project be self-sufficient and no longer required CDBG funding after one year? A few years?
- New Public Service Program: Is the proposed project offering a new service and is it available from any other providers in the community?
- Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community?

The above criteria were used in the evaluation of applications, with the first five items worth up to three points, and the latter three worth up to one point. See Exhibit A for further detail.

The primary obstacle to meeting underserved needs is the limited funding resources available to address identified priorities. The Town continues to collaborate with other public agencies and non-profit organizations, when feasible, to leverage resources, and maximize outcomes in housing and community development.

A secondary obstacle was outlined in a prior section with regard to the preservation and creation of affordable housing. The Town's Master Plan states that creating and preserving affordable housing is an important townwide goal. The Town also has adopted a Housing Production Plan noting numerous strategies that will help the town achieve housing goals. One obstacle that requires administrative and political persistence relates to amending local zoning to improve opportunities to create new affordable housing.

AP-38 Project Summary
Project Summary Information

DRAFT

1	Project Name	Affordable Housing
	Target Area	
	Goals Supported	Improve the Condition of Existing Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$402,500
	Description	Capital improvements will be made at one Arlington Housing Authority property and at several Housing Corporation of Arlington properties. Improvements to enhance the safety, accessibility, functionality, and longevity will be made. These programs are expected to benefit 241 households and complies with the national objective LMH.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	<p>The Arlington Housing Authority's HVAC/air handler replacement project is expected to benefit 216 households making a low-to-moderate income, entirely seniors and adults with disabilities.</p> <p>The Housing Corporation of Arlington's project is expected to benefit 25 households making a low-to moderate income over several locations.</p>
	Location Description	Multiple addresses.
2	Planned Activities	<p>The funding supporting Arlington Housing Authority will be used to replace the Hauser building's HVAC system. The ventilation system exhaust fan expired in 2018 and the was originally installed 1975. The improvements to the HVAC ventilation system will ensure the preservation of this affordable housing resource as well as ensure this building meets applicable building and health codes. This project will be funded at \$302,500.</p> <p>The funding supporting the Housing Corporation will support deferred maintenance on units. The expected outcome of this project is to provide more comfortable housing for tenants and energy savings. This project will be funded at \$100,000.</p>
	Project Name	Economic Development
	Target Area	
	Goals Supported	Increase Economic Development Opportunities
	Needs Addressed	Economic Development
	Funding	:
	Description	No new economic development activities will be carried out in Program Year 49.

	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	N/A
3	Project Name	Public Services
	Target Area	
	Goals Supported	Increase Access to Jobs, Education, Transportation
	Needs Addressed	Public Services
	Funding	CDBG: \$158,840
	Description	Public Services include activities for low to moderate income residents of various ages. Activities help to provide and increase access to transportation, year-round recreation programs, health services, academic support, and job opportunities.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	1415 individuals. These activities will primarily and directly benefit youth and elderly residents of families who make low-to-moderate income.
	Location Description	Multiple addresses
	Planned Activities	Services include skilled care, transportation and volunteer organization for senior activities, summer and year-round scholarships for income eligible children/families to participate in programs offered by the Town's Recreation Department, Arlington Boys and Girls Club, and Fidelity House. Services will also include academic support, employment for teens, mental health and domestic violence counseling.
4	Project Name	Public Facilities, Infrastructure, and Parks
	Target Area	
	Goals Supported	Enhance Parks, Public Facilities, and Infrastructure
	Needs Addressed	Public Facilities, Infrastructure, and Parks
	Funding	CDBG: \$28,580,600
	Description	Improving accessibility and energy efficiency in targeted areas in town.

	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	46,300 people including those who make a low-to moderate income, are a member of a group presumed to be eligible (seniors, adults with disabilities), Veterans, and all residents of Arlington.
	Location Description	Robbins Library 700 Massachusetts Ave. Arlington Memorial Veterans' park at the intersection of Massachusetts Ave. and Broadway.
	Planned Activities	The Robbins Library project to renovate the two public restrooms on the first floor of the library. The goal is to improve the facilities so they are ADA compliant so accessible restrooms are available to all library visitors. This project was funded at \$152,320. The Veterans' Memorial Park renovation project will turn the current Veterans Honor Roll space into an accessible, vibrant park in the center of town which will be available to residents and visitors. This project will make the park ADA accessible and improve environmental factors by adding a tree canopy and addressing stormwater runoff. This project was funded at \$133,486.
5	Project Name	Planning
	Target Area	
	Goals Supported	Improve the Condition of Existing Housing Increase Economic Development Opportunities Enhance Parks, Public Facilities, and Infrastructure Increase Access to Jobs, Education, Transportation Planning and Administration
	Needs Addressed	Affordable Housing Economic Development Public Facilities, Infrastructure, and Parks Public Services
	Funding	CDBG: \$112,073
	Description	Staff work on CDBG-related projects.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	N/A

	Location Description	Town-wide
	Planned Activities	Duties and responsibilities involve data gathering and analysis, local and comprehensive planning and zoning, affordable housing studies and implementation. These funds will also be used to fund a range of planning activities to help in the creation and preservation of affordable housing and minimize displacement. These activities include studying the needs of extremely low-income and under-housed individuals and families to inform future funding applications and allocation of resources; identification of resources to preserve homes that are on track to lose affordability due to expiring deed restrictions and other activities which advance affordable housing planning; development of additional plans for the Arlington Affordable Housing Trust Fund, as needed; planning analyses to advance recommendations in Connect Arlington, Net Zero Action Plan, and Housing Plan; and development of Master Plan update process. The annual town survey is also funded.
6	Project Name	Administration
	Target Area	
	Goals Supported	Improve the Condition of Existing Housing Increase Economic Development Opportunities Enhance Parks, Public Facilities, and Infrastructure Increase Access to Jobs, Education, Transportation Planning and Administration
	Needs Addressed	Affordable Housing Economic Development Public Facilities, Infrastructure, and Parks Public Services
	Funding	CDBG: \$99,714
	Description	Staffing related to CDBG administration
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	
	Planned Activities	Sub recipient management, program development, community engagement, plan development, and fiscal responsibilities.

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

During Year 4 of the Consolidated Plan, Program Year 49, the Curb Ramps project will take place primarily in CDBG-eligible Census block groups. The curb ramps identified in these areas are in need of repair for safety and accessibility. The curb ramp project will be included with an amendment to the annual action plan and supported with previous years' funds.

Geographic Distribution

Target Area	Percentage of Funds

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Discussion

DRAFT

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

The demand for affordable housing outpaces the supply of affordable housing in Arlington. The Town has a very low housing vacancy rate and the cost of housing continues to rise. As a dense community with very little vacant land for new development, almost all development is through redevelopment. Moreover, the cost to build affordable housing is high and the market is very competitive. Even with these challenges, the Town has a local community development corporation that has completed two new affordable housing developments with a total of 48 new units in Arlington. As is the case with developing affordable housing, however, these developments have been in the works for years, due to assembling financing, zoning and permitting approvals, and site remediation. Additional barriers include the cost per unit; Arlington has access to HOME funds which were allocated to these projects through the North Suburban HOME Consortium, but the high cost of land and to the cost to create these homes means the average cost per unit can be higher than is acceptable under HOME regulations.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

At Arlington's 2021 Annual Town Meeting, there were several zoning and town bylaw amendments aimed at addressing the creation of affordable housing and more housing options. Notably, Town Meeting voted to amend the Zoning Bylaw to allow Accessory Dwelling Units (ADU). ADUs are self-contained housing units, inclusive of sleeping, cooking, and sanitary facilities on the same lot as a principal dwelling. ADUs are now an allowed use by right in all residential and business districts in single-family, two-family, and duplex dwelling units. This effort is intended to encourage housing for persons of all income levels and ages. Additionally, passage of a Home Rule Petition supporting the development of a real estate transfer fee will impose a fee assessed on the transfer of title of real property that supports a sustainable, continuous, and dedicated revenue source for the Arlington Affordable Housing Trust Fund, which itself was adopted by the November 2020 Special Town Meeting.

In July 2021, Arlington released a Fair Housing Action Plan, which supplies recommendations to achieve equitable access to housing choice in Arlington. Moreover, in designating the Town's American Rescue Plan Act funding, \$5,350,000 has been allocated toward affordable housing efforts, in addition to nearly \$2,000,000 in preventing and addressing homelessness. Lastly, the Town will be advancing zoning amendments

aimed at housing affordability goals, including the creation of an Affordable Housing Overlay, now that a new Housing Production Plan has been adopted. This CDBG-funded plan will help advance goals and address barriers to affordable housing. Together, these efforts will lead to increased funding, affordability, and housing options. All affordable housing activities will also be held to the standards and priorities set forth in the Fair Housing Action Plan.

In early 2022, the Arlington Redevelopment Board (ARB) adopted the Arlington Housing Plan 2022-2027. The Arlington Select Board followed suit and adopted the Housing Plan in April 2022. Informed by data, research, and input from the community, the plan shares a vision and specific ways that Arlington can lead on increasing affordable housing options for a range of people. The plan includes a comprehensive housing needs assessment, affordable housing goals, and outlines strategies for how to achieve those goals through policy and zoning changes, new programs, and funding sources.

Discussion

Please see the discussion above.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

The activities selected for Program Year 49 funding were chosen through a formal solicitation process and will provide services and address identified needs for residents of all ages, and make immediate impacts to residents who make a low- to moderate-income. Arlington is continuing to select projects that improve the condition of existing affordable housing, increase economic opportunities, enhance parks, public facilities, & infrastructure, and increase access to jobs, education, transportation, & other services.

Actions planned to address obstacles to meeting underserved needs

The Department of Planning and Community Development continues to work to propose changes to the Zoning Bylaw which will help to address the region's housing shortage, including affordable housing. Secondly, the Town will continue to leverage additional funding for town-wide planning projects, including providing Community Preservation Act fund resources in partnership with CDBG-funded projects.

Actions planned to foster and maintain affordable housing

As mentioned previously, the Town supports affordable housing financially and through policy. In Year 4 of the Consolidated Plan, funding has been allocated to the upkeep of affordable housing by Arlington Housing Authority and the Housing Corporation of Arlington. The updated Housing Production Plan includes efforts to foster affordable housing as well as strategies to overcome obstacles to meeting underserved housing needs. All affordable housing activities will also be held to the standards and priorities set forth in the Fair Housing Action Plan.

Actions planned to reduce lead-based paint hazards

The Town and the Malden Redevelopment Authority will ensure compliance with Massachusetts lead laws on all homebuyer assistance and developer-driven projects, homeowner and rental. All new affordable housing is lead-free.

The Arlington Health Department was consulted on the Town's response to lead in homes. Once contacted by a resident, the Board of Health conducts a lead determination if there is a child under the age of six residing at a property. An inspector tests painted areas in the home to determine if lead is present. If a positive result is found, the Lead Inspector orders the owner of the property to bring the home into compliance. In the past year the Health Department has not conducted a home inspection or issued an order to owners for compliance. The Health Department will continue this method of

addressing lead in Arlington homes.

Actions planned to reduce the number of poverty-level families

The public services that provide childcare, including Fidelity House and the Arlington Boys and Girls Club, theoretically allow parents to hold jobs while their children are being cared for. Additionally, Fidelity House's Jobs, Jobs, Jobs program prepares teenagers with job skills.

Actions planned to develop institutional structure

Again this year the CDBG Subcommittee utilized the Grant Evaluation Criteria, which were included in the annual application, to score each application. The final scores were provided at the public meeting to the Select Board and as part of the report to Town Meeting.

Actions planned to enhance coordination between public and private housing and social service agencies

The Town benefits from a strong network of Arlington-based providers as well as a network of regional housing and human services providers. The Town directly operates quality programs through its Department of Health and Human Services, which will ensure coordination of its programs with regional providers. Also, the Town recently created a Human Services Network which is a chance for all service providers in Town to share resources. The Housing Corporation of Arlington and the Arlington Housing Authority communicate when there is a need for a unit, especially when there is an immediate need for housing and a person is facing homelessness. Finally, the Town acts as a first point of contact for people when they are in need of housing; while the Town does not have its own units to provide, the Town is able to provide residents information on how to contact the entities in Town that may have units and to get on their waitlists. In March of 2023 the Department of Health and Human Services hired Arlington's first Homelessness Prevention/Community resource Coordinator to work in collaboration with the Arlington Police Department's Homeless Outreach Team, Somerville Homeless Coalition, and other human service providers in the community for those experiencing or are at risk of homelessness. The Town also coordinates its housing agenda with the surrounding towns through its membership in the North Suburban HOME Consortium.

Discussion

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)

Introduction

The Town of Arlington maintains administrative capacity through the following: (1) continued contact with HUD staff, (2) participation in any HUD-sponsored training (either in person or via HUD Exchange), and (3) active membership in the National Community Development Association (NCDA). These contacts enhance and reinforce the capacity of capable staff in meeting regulatory requirements unique to the CDBG program, including but not limited to the specific requirement described in AP-90.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	95.00%

DRAFT

DRAFT

Appendix A: CDBG Evaluation Rubric

CDBG Application Evaluation Rubric

Comparative Criteria Categories	Highly Advantageous (HA) 3 points	Advantageous (A) 2 points	Not Advantageous (NA) 0 points
1. Community Need & Plan Has the applicant proposed a project that addresses a pressing or significant need in Arlington <i>and</i> demonstrated an understanding of the inputs and activities necessary to achieve stated outputs and outcomes? [See Part III]	Applicant demonstrates clear comprehension of said need in Arlington and an understanding of the inputs and activities necessary to achieve stated outputs and outcomes.	Applicant demonstrates familiarity with said need, and some understanding of the inputs and activities necessary to achieve stated outputs and outcomes.	It is unclear from the application if the applicant has comprehension of said need, the inputs and activities necessary to achieve stated outputs and outcomes, or if the proposed project meets an unmet community need.
2. Resources & Capacity Does the organization have the appropriate level of experienced staff and resources to execute the proposed project and the aptitude to meet the need? [See Part II and Part III-C]	Applicant can demonstrate appropriate staffing and resources to successfully implement the proposed project.	Applicant has demonstrated some, but not all, staffing and resources to successfully implement the proposed project.	Applicant demonstrates neither appropriate staffing nor resources to successfully implement the proposed project.
3. Cost Benefit How does the cost of the proposed project compare to its proposed output and outcome accomplishments? [See Part II-D]	Proposed project yields a low cost-benefit ratio comparable to similar programs.	Proposed project yields neither a low cost-benefit ratio, nor a high cost-benefit ratio comparable to similar programs.	Proposed project yields a high cost-benefit ratio comparable to similar programs.
4. Leveraged Funds Has the organization secured additional funding sources or in-kind support to cover the proposed project? [See Part II-C and III-C]	Applicant has demonstrated the capability of leveraging funds or in-kind support to cover 50% or more of the proposed project costs. The majority of these leveraged funds are committed.	Applicant has demonstrated the capability of leveraging funds or in-kind support to cover some of the project costs.	Applicant has identified few to no additional funds/ in-kind support to cover the proposed project OR the majority of leveraged funds/ in-kind support identified are pending.
5. Town Goals Does the project support or advance any goals established in the Town of Arlington's plans? [See Part I-D]	Proposed project advances 2 or more goals set forth in other Town strategic plans.	Proposed project advances 1 goal set forth in another Town strategic plan.	Proposed project does not advance goals set forth in another Town strategic plan.

Bonus Points. The following bonus criteria are worth up to one point each and will be added to a

1. Is the proposed project offering a new service?

☐ Yes (1 point) ☐ No (0 points)

2. Does the proposed project involve new partnerships with other organizations or agencies in the community?

☐ Yes (1 point) ☐ No (0 points)

3. Does the proposed project demonstrate the ability to be self-sustaining within 1-3 years?

☐ Yes (1 point) ☐ No (0 points)

Mary Muszynski (she/her)
Community Development Block Grant Administrator
Department of Planning and Community Development
Town of Arlington
781-316-3094

Arlington values equity, diversity, and inclusion. We are committed to building a community where everyone is heard, respected, and protected.

From: JO ANNE PRESTON <ja-preston@comcast.net>
To: "mmuszynski@town.arlington.ma.us" <mmuszynski@town.arlington.ma.us>
Date: Wed, 15 Feb 2023 06:12:35 -0500 (EST)
Subject: CDBG committee

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

CAUTION: This email originated from outside of the Town of Arlington's email system. Do not click links or open attachments unless you recognize the REAL sender (whose email address in the From: line in "< >" brackets) and you know the content is safe.

Members of the CDBG committee,
Although the HCA is well-intended in asking for funds to organize tenants for civic engagement to represent their interests there already exist organizations like City Life which provide these services without cost. With fewer funds to award applicants it would be best to allow these outside organizations to furnish these services.
Another issue is that having essentially the landlord organize tenants leads to other problems. Tenants may wish to do what pleases the management which has control over their rents, etc. then follow their own political views.
At AHA we follow the state regulations of which allow tenant organizations many rights such as being involved with hiring the staff grievance procedures, and signing off on the annual budget. Having these rights allows the tenants associations meaning involvement in their housing.
Jo Anne Preston
Commissioner, Arlington Housing Authority

From: Susan M <susanmmortimer@hotmail.com>
To: "mmuszynski@town.arlington.ma.us" <mmuszynski@town.arlington.ma.us>
Cc: Susan M <susanmmortimer@hotmail.com>
Date: 02/14/2023 06:43 PM
Subject: CDBG Grant Sub-Committee Meeting Wednesday February 15, 2023 (HCA- "Civic Engagement Coordinator")

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

CAUTION: This email originated from outside of the Town of Arlington's email system. Do not click links or open attachments unless you recognize the REAL sender (whose email address in the From: line in "< >" brackets) and you know the content is safe.

Dear Ms. Muszynski and Members of the Sub-Committee,

I have been given to understand that a request from the **Housing Corporation of Arlington** is before you for tomorrow night's meeting. The HCA is asking for **\$50,000 to fund the position of "Civic Engagement Coordinator"**.

Will HCA's "Civic Engagement Coordinator" in actuality be a "Tenant Organizer"? If so, I strongly oppose the use of CDBG funds for such a purpose. HCA is a landlord. Landlords should never organize tenants; that is absurd. The idea that HCA would request block grant funds to do so is even worse.

By approving \$50,000. (or any amount) for HCA to hire staff to 'mentor' those it houses the Town would be collaborating in a highly questionable arrangement. Do HCA and the Town believe that tenants would be free to speak their minds to staff of an entity that owns and manages their homes and determines their rents?

There are many grass-roots institutions in the Boston area who help to organize renters' associations. One highly regarded group is Vida Urbana/City Life; much of its work is volunteer.

My interest in this request was piqued because I ran a highly regarded homelessness prevention program in Somerville in the early 2000s and was an HCA tenant at Capitol Square for more than four years from 2016 through 2020. My experience there was quite an education.

HCA's tenant representative while I lived in its housing was not elected, but rather appointed by the director. That was a conflict of interest. I am also more than happy to share documentation of conditions therein, the response from management to tenants' concerns (such as code violations) and the inaction of HCA long-time board members when such concerns were brought before them in person, in writing and emails. (Though Pamela Hallett is no longer its director, most of HCA's board remains in place.)

I am aware that HCA is presently leafleting its buildings and repeatedly urging tenants in person and in writing to sign up for tenant representative training sessions.

Giving HCA CDBG money to hire a tenant organizer would certainly not improve matters and could conceivably make them worse. ***Landlords should never run tenant associations!*** I urge the Sub-Committee not to approve the request by the Arlington Housing Corporation for funds to hire a "Community Engagement Coordinator".

Thank you. I apologize for submitting my comments so late, but I have only learned that the Sub-Committee was meeting Wednesday morning. I have signed up to attend virtually.

Yours truly,

Susan Mortimer
271 Mass Avenue
Arlington